

**Minutes From a Meeting of the Concordia Council on
Student Life**

**Held on Friday, April 4, 2003
Loyola Campus Ad 308 10:00am**

PRESENT: Dr. C. Bertrand, Chair, Ms J. Hackett, Secretary, Mr. R. Côté, Ms M. Drew, Dr. S.M. Graub, Ms A. Kerby, Mr. B. Hamideh, Dr. J. Jans, Ms O. Maibroda, Mr. A. Munro, Ms G. Pagé, Ms R. Perreault Mr. A. Sibaii, Dr. F. Shaver, Mr. S. Zuberi, Mr. W. Curran, Ms L. Gould, Ms K. Hedrich, Ms L. Lipscombe, Ms L. Toscano

ABSENT WITH REGRETS: Ms C. Boujaklian, Ms P. Posius, Ms L. Lipscombe

ABSENT: Ms K. Curtis, Mr. A. Slater, Mr. K. Pruden

GUESTS: Ms C. Xydous

DELEGATES: Mr. W. Craney for Mr. L. Lawton, Mr. J. LaChance for Mr. Brisebois

1. APPROVAL OF AGENDA

Dr. Bertrand asked that the item – Report on the Library Move – be added under Reports and Items of Information as 5.2. A motion to approve the agenda as amended was made by Mr. R. Côté and seconded by Ms M. Drew.

A motion to approve the agenda as amended was carried unanimously

2. REMARKS FROM THE CHAIR

Dr. Bertrand updated Council on the following issues:

- CSU elections were held on March 25-28 with one of the highest voting turnouts in recent years. The winning slate was Evolution Not Revolution.
- Of the 4 referendum questions, 3 were passed – the elimination of the Walksafe fee, the addition of a Student Centre fee and the addition of an Art Matters fee. The 4th referendum question for the addition of a fee for Concordia Francais was not passed.
- The annual CCSL Awards Night is Friday, April 11th and Dr. Bertrand encouraged Council to attend this special night where students, staff and

faculty are honoured for their outstanding contribution to student life and services at the University.

- Invitations to the Sports Hall of Fame Banquet were sent out recently to all CCSL members. Dr. Bertrand asked that if students were interested in attending this event to please contact Jane Hackett to obtain tickets at a reduced rate.

3. APPROVAL OF MINUTES FROM THE MEETING OF FEBRUARY 28, 2003

Mr. Sibaii noted that his name is spelled with two "i's".

A motion to approve the minutes as amended was carried unanimously

4. BUSINESS ARISING FROM THE MINUTES

4.1 Student Services Budget Proposal 2003-2006

As the Student Services budget was distributed to Council for their perusal at the February meeting, Dr. Bertrand asked for a motion to approve the budget:

Ms Kerby seconded by Mr. Subaii made the following motion:

WHEREAS the 2003-2006 Student Services Proposed Budget was tabled at the 28 February 2003 meeting of CCSL,

WHEREAS members of the CCSL have been invited to meet with each of the Directors of Student Services for further consultation on this budget proposal,

WHEREAS the 2003-2006 Student Services Proposed Budget maintains the current student fee of \$6.90 per credit without increase.

BE IT RESOLVED

That the CCSL recommend the 2003-2006 Student Services Proposed Budget be forwarded to the Board of Governors for approval.

Ms Hedrich asked that the motion be revised so that the dates of the budget cycle clearly state that the last budget year of the cycle is 2005-2006. Council was in agreement.

Dr. Bertrand asked if Council had any questions on the Student Services budget. As there were no questions from Council, he put the motion to vote:

The motion as amended was carried unanimously

4.2 Recreation & Athletic Budget Proposal 2003-2006

As the proposed Athletic Budget for 2003-2006 had been distributed to Council via the CCSL list-serve the week before, Dr. Bertrand asked if there were any questions. In Mr. Lawton's absence, Mr. Craney answered questions on the budget and the proposed fee increase. After a short question & answer period, a motion to approve the budget as tabled was made by Mr. Hamideh, seconded by Ms Kerby.

The motion was carried unanimously

4.3 Concordia Info Services – Hours of Operation (Ms S. Spina)

A response from Ms Spina clarifying the hours of operation for the Hall Info Desk was distributed to Council by the CCSL list-serve. These hours of operation as well as the extended hours during the peak periods were seen as adequate to meet the needs of the community.

4.4 Exam Procedures for On-Line Courses (Ms L. Toscano)

Ms Toscano informed Council that Ms Healy, Interim Registrar, tabled this issue at the APC meeting as Council requested. She said this issue had literally "opened a can of worms". There was a serious discussion on the University's responsibility and liability with respect to on-line courses. There was real concern expressed by APC that there were not enough safeguards in place to assure the integrity of on-line courses. Mr. Zuberi agreed with this concern and felt strongly that the University should review the mandate and the procedures for these courses. Ms Toscano confirmed that there would be further discussions both at APC and at the level of Departments and Faculty Councils. She will keep Council informed of any further developments. With respect to the specific concerns raised by Ms Maibroda at the February CCSL meeting, Ms Toscano noted that, in the interim, departments who offer on-line courses will be asked to add a "blurb" explaining the examination procedures and possible additional expenses. She also indicated that this information would be included on the web.

5. REPORTS AND ITEMS OF INFORMATION

5.1 Off-Campus Housing & Job Bank Report

Dr. Bertrand introduced Ms Christina Xydous, coordinator of the Off-Campus Housing Service. As the Fall report and the Winter report had been distributed to Council for perusal, Ms Xydous said she would forego speaking about the reports but rather answer questions from Council.

Dr. Graub felt after reading the report that the main priority of this service was housing rather than jobs. Ms Xydous explained that as there is a housing shortage in Montreal, the need for an off-campus housing service has dramatically escalated in the past few years. She also indicated that there were other services on campus for students looking for jobs; ie Career & Placement (Counselling & Development) and the Work-study Program (Financial Aid & Awards).

Mr. Côté asked if a more accessible web site would improve the current service and reduce the need to visit on site. Ms Xydous said that the current web-site is woefully inadequate and that exploring ways to improve the site is one of the priorities for the service in the coming year.

Ms Maibroda questioned the "first-come-first-serve" approach to receiving funds for the Work-study Program. She felt that a committee who would decide on the allocation of funds should review all applications submitted by the deadline. Mr. Côté explained that different systems of applying for and the granting of work-study funds have been researched thoroughly in the past years. Although he understood the concerns expressed by Ms Maibroda, Mr. Côté explained that the current system has proved to be the most manageable and in most cases the most equitable for all concerned. However, this process can be reviewed and he would welcome Ms Maibroda's participation. Although Dr. Bertrand appreciated the concerns raised concerning the work-study process, he reminded Council that the topic under discussion was the Off-Campus Housing & Job Bank Report.

Ms Pagé apologized for being late for Council and understood she had not been in attendance for the approval of the Student Services Budget 2003-2006. She questioned the reduction of \$5,000 in the subsidy for the Off-Campus Housing and Job Bank in each of the years 2004-05 and 2005-06. Dr. Bertrand explained that as the budget had been approved unanimously by Council, it was therefore not appropriate to have discussions at this point. He reiterated that the intention was to eventually turn the responsibility of this service over to the CSU and this was beginning of the process. Ms Pagé asked to go on record as not in favour of this decision.

5.2 The Library Move

The opening of the Science Building in Fall 2003 is the first of a chain of new facilities which will alter the face of the university. As a result, staff are now embarking on a plan to redistribute close to 200,000 volumes between the two campus libraries. Mr. Curran briefly explained the many factors and problems involved with the "move". As the move of

collections to Loyola Library is a complex one, it will impact on services for at least one or two weeks in May. He asked for Council's input on the best way to inform students, faculty and staff of any changes in service for this period. The following suggestions were made:

- electronic bulletin board
- Students' "portals"
- Students' library emails
- "Carl" system
- letters to Deans and Departmental Chairs

Mr. Curran thanked Council for their suggestions.

6. STUDENT LIFE ISSUES

There were no issues.

7. REPORT FROM THE CHAIR OF THE RECREATION & ATHLETICS BOARD

There will be no further meetings of the Recreation & Athletics Board pending the final report of the Future Search Committee.

8. NEW BUSINESS

There was no new business.

9. NEXT MEETING: Friday, May 9/03 10:00am SGW Campus H 779

10. TERMINATION OF MEETING:

A motion to terminate the meeting was made by Mr. Zuberi and seconded by Dr. Graub.